

The Board of Fire Commissioners Fire District # 1 Borough of Englishtown, State of New Jersey, convened on Tuesday April 4th, 2019 in the Formal Meeting Room of the Englishtown Fire Department, 3 South Main St. Englishtown, New Jersey.

The meeting was called to order by Chairman Peter Cooke at 8:00 P.M.

1. **Sunshine Statement by Attorney J. Youssouf**

Statement is hereby given that adequate notice of this meeting was given by:

1. The mailing of said notice to the Asbury Park Press.
2. The prominent posting of said notice at the Englishtown Fire Department.

Roll Call showed the following members in attendance:

Present: Chairman Peter Cooke, Clerk Victoria Sarti, Treasurer Ryan Reale, Gerald Maresca
Brian Stonaker

Legal:

The corrected resolutions from last month's meeting which were voted on last month were passed out and to add to last month's minutes.

The following Resolutions were presented and voted upon:

Presented a copy of the 2019 Fire Protection Agreement between the Englishtown Board of Fire Commissioners and the Englishtown Fire Department. \$43,962.00 to be paid to the Englishtown Fire Department. Commissioner Cooke questioned why the Bard was not included in the contract since the equipment was owned by the District. Attorney stated that there is no reason why it couldn't be, but it has always been done this was in the past. Fire Department President Ed Miller signed a copy and returned it to the Attorney.

March 2019 Minutes: A motion was made by R. Reale and a Second was made by B. Stonaker to accept the minutes. Motion passed by unanimous vote.

Financial: For March and April: A motion was made by G. Maresca and a Second was made by B. Stonaker to accept the Bills. Motion passed by unanimous vote.

Auditor/Accountant: George will speak with R. Reale after the meeting.

Chief's Report:

- Total of 35 calls for the month of March 2019. Breakdown is attached. 14 call in Englishtown Borough. **Of the 14 calls, we responded normal staffed to 9, No response to 2 and 3 responded short staff.**

Jason Carlos stepped down as Deputy Chief approximately one week ago. He will be handing in his official letter at the next monthly meeting. Captain Andrew Hagenberg is now Acting -Deputy Chief and Lieutenant Matt O'Brien is the Acting-Captain. The Lieutenants positions will remain vacant at this time.

Acting Captain M. O'Brien stated that IT Coordinator Jason Kole has a quote for a Dell Computer with two monitors that was requested by the Board for \$998.33. R. Reale stated that the Board would like an additional computer for the Fire Marshall with one monitor. The Chief confirmed hat the price is state bid price after speaking with IT Coordinator J. Kole via phone. A motion was made by R. Reale for two computers, one with dual monitors and one with a single monitor, not to exceed \$2,000.00. A second was made by B. Stonaker. Motion passed unanimously.

A quote was presented for electrical work needed in the firehouse. Due to the price, **two more quotes are required.** The following are included in the spec:

Break-away connections for the apparatus instead of reels.

Replace 4 Bay Fans

Outlet for a gas dryer in the bay area

Outlets for Bay Monitors

LED lights will be handled separately

Total quote, minus the LED Lighting, is \$6240.00

Administrative Engineer's Report:

- See attached Report

President's Report:

- CSS conducted the annual alarm system test. One detector had an issue. The water flow switch in the utility room was bad.

Fire Bureau:

- See attached report

LOSAP:

- The 2018 LOSAP numbers were requested from the Chief. Will be placed in the Board's mailbox tomorrow for the next meeting.

Correspondence:

None

Insurance:

- No Report

Membership:

- 2 Applications out. 1 Junior turned 18 and is in the process to become a probationary member, Jake Albano. 1 New Junior, George.

Old Business:

- V. Sarti still investigating EZ Pass devices for the vehicles.
- P. Cooke has not yet contacted the Locksmith to adjust the quote to include the exterior doors.

New Business:

- Scott Dealer will be giving a demo on April 29th to show updated equipment and discuss air cylinder replacement.
- R. Reale will look into a vendor contact list and a list of responsibilities for the members of the Board for the next meeting.
- Board has an issue with the Board not being notified of 12-75 going out of town for the 16-1 stand-by at their station. The Board believed that a resolution was issued in the past that stated that all apparatus must be approved by the board prior to sending any apparatus out of town. The Chief stated that as a courtesy they should have been notified and will do so in the future. G. Maresca stated that it has always been past practice of the Fire department to send the oldest engine. The Chief stated that it was his practice to send the newer engine and that 12-76 was too old to send out for a stand-by. P. Cooke stated that the choice of truck was the decision of the Board as the Chief disagreed and said it was an operational decision. P. Cooke and the Attorney presented a previous resolution from 1999 that stated that fire apparatus for non firematic events and functions must be approved by the Board. The Chief pointed out that a stand-by or cover assignment is not a non firematic function and therefore this resolution does not apply. The Board stated that they will expand the resolution to cover all activities.
- P. Cooke questioned the credentials of Acting Deputy Chief A. Hagenberg and the Chief stated that he meets or exceeds all State requirements. P. Cooke then questioned if he met the Department's requirements and the Chief stated that he only has not been Captain long enough which is why is acting as Deputy Chief at this time.

Public Open Portion:

None

Meeting Adjournment: at 8:50 PM. After a motion by R. Reale and Seconded by B. Stonaker and approved by a unanimous roll call vote.

Certified at the May 2nd, 2019 regularly scheduled meeting _____

7:24 PM

04/04/19

Accrual Basis

Englishtown Fire District No. 1

Bill List

As of April 4, 2019

Type	Date	Num	Name	Split	Debit	Credit	Balance
Brunswick Bank Checking							48,195.07
Deposit	4/2/2019			-SPLIT-	225.00		48,420.07
Check	4/4/2019	6392	Englishtown Fire Department	Contract - Volunteer Fi...		2,550.00	45,870.07
Check	4/4/2019	6393	Thomas Kirkland	Training		233.80	45,636.27
Check	4/4/2019	6394	NJ Natural Gas	Utilities		1,219.26	44,417.01
Check	4/4/2019	6395	Verizon	Utilities		62.42	44,354.59
Check	4/4/2019	6396	Camden County College	Training		500.00	43,854.59
Check	4/4/2019	6397	Complete Security Systems Inc.	Building		540.00	43,314.59
Check	4/4/2019	6398	Manalapan - Englishtown Board ...	Fuel		548.63	42,765.96
Check	4/4/2019	6399	NetLink	Professional Services		199.00	42,566.96
Check	4/4/2019	6400	First Responder Joint Insurance ...	Insurance Premiums		24,374.00	18,192.96
Check	4/4/2019	6401	Cytracom LLC.	Utilities		325.00	17,867.96
Check	4/4/2019	6402	Coastal Fire Systems	Fire Fighting Equipment		531.00	17,336.96
Check	4/4/2019	6403	Ed Miller	Office Supplies		30.00	17,306.96
Check	4/4/2019	6404	Motorola Solutions Inc.	2018 Expense		299.00	17,007.96
Check	4/4/2019	6405	Reliance Graphics	Elections		340.00	16,667.96
Total Brunswick Bank Checking					225.00	31,752.11	16,667.96
TOTAL					225.00	31,752.11	16,667.96